



APPLICATION FOR BROWNFIELDS CLEANUP REVOLVING LOAN FUND

The purpose of the Brownfields Cleanup Revolving Loan Fund program is to provide below market loans to property owners, developers and/or municipalities to facilitate the cleanup and redevelopment of contaminated properties, and promote economic development or enable the creation or preservation of greenspace. To determine loan eligibility, the following must be submitted with this application form (attach additional sheets as necessary to provide the requested information):

- Preliminary Environmental Assessment (must include a legal description of the property and history of past owners and operators);
- Proposed redevelopment and future property use description;
- Environmental compliance history of the applicant and co-applicant; and
- \$250 Application Fee.

I. Applicant/Borrower Information

Applicant/Borrower's Name: _____

Mailing Address: _____

City/Town: _____ State: _____ Zip Code: _____

Telephone No.: _____ E-mail: _____

Contact Person: _____ Title: _____

Contact's Telephone No.: _____ E-mail: _____

If applicant is not an individual check applicable box:

- | | |
|--|---|
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Corporation |
| <input type="checkbox"/> Trust | <input type="checkbox"/> Company |
| <input type="checkbox"/> General Partnership | <input type="checkbox"/> Limited Partnership |
| <input type="checkbox"/> Municipality | <input type="checkbox"/> Other, describe: _____ |

II. Co-Applicant/Co-Borrower Information

Co-Applicant/Co-Borrower's Name: _____

Mailing Address: _____

City/Town: _____ State: _____ Zip Code: _____

Telephone No.: _____ E-mail: _____

Contact Person: _____ Title: _____

Contact's Telephone No.: _____ E-mail: _____

If co-applicant is not an individual check applicable box:

- | | |
|--|---|
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Corporation |
| <input type="checkbox"/> Trust | <input type="checkbox"/> Company |
| <input type="checkbox"/> General Partnership | <input type="checkbox"/> Limited Partnership |
| <input type="checkbox"/> Municipality | <input type="checkbox"/> Other, describe: _____ |
-

III. PROPERTY INFORMATION

Property/Site Name: _____

DES and/or EPA Site #: _____

Street Address: _____

City/Town: _____

Tax Map/Lot No.: _____

Property Owner Name: _____

Street Address: _____

City/Town: _____ State: _____ Zip Code: _____

Telephone No.: _____

IV. AFFILIATION OF APPLICANT

Check the appropriate answer to the right of the question and provide additional information on a separate sheet, if necessary.

- A. Provide names and addresses of all owners with 10% or more equity, partners, corporate officers and/or trustees for the applicant and co-applicant, as applicable.
- B. Is the applicant or co-applicant a subsidiary, parent or affiliate of any other business organization? ☐ Yes ☐ No
If yes, identify all affiliations.
- C. Has the applicant or co-applicant ever been affiliated with past owners of the property and/or past or current operators of the facility? ☐ Yes ☐ No
If yes, describe the affiliation.
- D. Prior to its ownership of the property, did the applicant or co-applicant have any contact or involvement with the property not disclosed in response to question IV.A.? ☐ Yes ☐ No
If yes, describe the nature and extent of the contact or involvement.
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V. APPLICANT INTEREST IN PROPERTY

Check all that apply.

- ☐ Prospective Purchaser
☐ Current Mortgage Holder
☐ Current Owner
☐ Municipality with tax lien
☐ Current lessee or tenant
☐ Other, describe: _____
-

VI. PROJECT INFORMATION (attach additional sheets as necessary to provide the information requested)

- A. Types of contaminants found (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Petroleum products | <input type="checkbox"/> Lead |
| <input type="checkbox"/> Asbestos | <input type="checkbox"/> Other metals _____ |
| <input type="checkbox"/> VOCs | <input type="checkbox"/> PCBs |
| <input type="checkbox"/> PAHs | <input type="checkbox"/> Other _____ |

Media affected (check all that apply):

- | | | |
|--|---|----------------------------------|
| <input type="checkbox"/> Soil | <input type="checkbox"/> Groundwater | |
| <input type="checkbox"/> Air | <input type="checkbox"/> Drinking Water | |
| <input type="checkbox"/> Surface Water | <input type="checkbox"/> Sediments | <input type="checkbox"/> Unknown |

- B. The applicant shall provide information on how the loan proceeds will be utilized to protect human health and the environment. Documentation shall include one or more of the following:

Specific examples of human health risks that will be mitigated by activities funded with the loan proceeds. _____

Specific environmental improvements that can reasonably be expected to result from activities funded with the loan proceeds. _____

A description of how the proposed clean up and redevelopment of the property will ensure that the property will be protective of human health and the environment and consistent with the planned reuse of the property. _____

- C. Provide the proposed budget for the cleanup project, including a detailed description of each task. Identify the specific activities for which the loan proceeds will be used and the specific activities for which the 20% cost-share contribution will be applied.

VII. SOCIOECONOMIC BENEFITS (attach additional sheets as necessary to provide the information requested)

The applicant shall provide detail on how the loan proceeds will be used to promote economic development or enable the creation of, preservation of, or addition to parks, greenways, undeveloped property, other recreational property, or other property used for nonprofit purposes.

- A. If the loan proceeds will be used for cleanup activities that result in promoting economic development within the community, the applicant shall provide the following information:

A description of economic development benefits that can reasonably be expected to occur as a result of the activities funded with the loan proceeds (e.g., number of jobs created, estimated increase in property tax base to community, additional business expansion or new business relocation that may occur within the community). _____

A description of how redevelopment of the brownfields property will contribute to community-wide redevelopment and revitalization plans. _____

A description of new businesses or business expansions that are planned for the brownfields property. _____

- B. If the loan proceeds will be used for cleanup activities that will enable the creation or preservation of greenspace, recreational activities, undeveloped property, or property used for nonprofit purposes, the applicant shall provide the following information:

A description of the proposed park, recreational property, greenspace, undeveloped space, or other type of property to be used for nonprofit purposes, including size, use, and surrounding environment that will be preserved or created as a result of the loan proceeds. _____

A description of how the property will be used and by whom. _____

A description of how the property will be integrated with surrounding properties or environments. _____

A description of how the property will be maintained or preserved for its continued use as a greenspace, recreational area, etc. _____

VII. FINANCIAL INFORMATION

A. Describe the degree to which other funding is or is not available for the cleanup of the site. _____

B. The New Hampshire Department of Treasury (NH DT) or the New Hampshire Business Finance Authority (NH BFA) will request and review financial and legal records for credit assessment purposes. Information requested may include but is not limited to:

- The legal structure of the applicant (corporation, partnership, limited liability partnership), its ownership and its Board of Directors if applicable;
- Business name, location, principal owners/stockholders, type of business and products/services, date established;
- The adequacy, timeliness and completeness of the applicant's financial statements (audited or unaudited);
- The applicant's record of earnings and cash flow;
- The applicant's history of borrowing and adherence to the terms and conditions of past loans;
- The integrity and ability of the applicant's management ownership and Board of Directors if applicable;
- The applicant's credit references: financial institutions and other creditors;
- Applicant's equity (10 percent or more) or additional collateral to make the loan more financially feasible;
- Maximum loan amount in any related program;
- Compliance with Federal and State regulations, requirements and conditions;
- A Business Plan: a description of the business goals, strategies and action plans;
- A Financial Plan: pro-forma financial statements which demonstrate the economic viability of the project and identify sources of repayment for the loan.

IMPORTANT NOTICE

The Department of Environmental Services shall be represented by the New Hampshire Department of Treasury (NH DT) or the New Hampshire Business Finance Authority (NH BFA) in the review of the terms of the transaction documents and in any related legal matters arising prior to the issuance of the credit facility. All incurred legal fees for said representation shall be the responsibility of the undersigned even if the financing shall fail to close.

CERTIFICATION

I, the undersigned, being first duly sworn do attest upon my oath as follows:

- 1) _____ (the "Applicant") has accurately disclosed to the Department of Environmental Services all information known to it, or in its possession or control, which relates to responsibility for releases or threatened releases of hazardous wastes or materials at the property;
- 2) The information in this application, and all other documentation submitted in support of this application, is accurate and complete to the best of the Applicant's knowledge;
- 3) Neither the Applicant, nor any of its principals, owners, officers, directors, affiliates or subsidiaries:
 - a) caused or contributed directly or indirectly to any contamination or releases of hazardous wastes or materials at the property;
 - b) currently operates or controls, or ever operated or controlled a facility at the property for the storage, treatment or disposal of hazardous wastes or materials;
 - c) disposed of, or arranged for the disposal of hazardous wastes or materials at the property;
 - d) generated hazardous wastes or materials that were disposed of at the property.
- 4) The Applicant has never been suspended, debarred, or otherwise declared ineligible for Federal financial assistance programs;
- 5) The Applicant is authorized to incur debt and enter into legally binding agreements;
- 6) The Applicant agrees that acceptance of any form of financial assistance from the agency constitutes its agreement to include the agency in any public relations events or materials related to the project, and to cooperate with and permit the agency to publicize its involvement, for marketing and public relation purposes, in the financing, including, but not limited to, signage, press releases, public events and promotional materials.

I am an authorized representative of the Applicant and make the above statements based upon my personal knowledge and subject to all applicable penalties under RSA 147-F:18 III as well as applicable penalties for perjury and making false claims.

Borrower: _____

Signature: _____

Date: _____

Co-Borrower: _____

Signature: _____

Date: _____

DIRECTIONS FOR COMPLETING APPLICATION

Required Submittals:

Preliminary Environmental Assessment: The preliminary environmental assessment report shall conform to the procedures of the American Society of Testing and Materials (ASTM) E-1527-05, entitled "Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process". This report must include a legal description of the property and history of past owners and operators.

Redevelopment Plans: The Applicant shall provide a description of the proposed redevelopment and future property use. A reduced size copy (11" X 17") of existing and proposed site layout plans should be provided, if available.

Environmental Compliance History: The Applicant shall submit information regarding its overall compliance history including any penalties resulting from environmental non-compliance at the site subject to the loan.

\$250 Application Fee: The fee should be provided in the form of a check or money order payable to the "Treasurer, State of NH". State and local government including local school districts, counties and political subdivisions are exempt from paying the application fee.

Send the completed package to:	NH DES/Waste Management Division Brownfields Program Coordinator P.O. Box 95, 29 Hazen Drive Concord, NH 03302-0095
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If you have any questions about the Brownfields Cleanup Revolving Loan Fund, please contact the DES at (603) 271-2908.

No liability is incurred by the State by reason of any approval for BCRLF funding. Approval by the New Hampshire Department of Treasury or New Hampshire Business Finance Authority and the DES is based on information supplied by the applicant(s). No guarantee is intended or implied by reason of any advice given by the division or its staff.